



WEST LIBERTY UNIVERSITY

Office of Financial Aid
208 University Drive
College Union Box 124
West Liberty, WV 26074

Phone: (304) 336-8016
Fax: (304) 336-8088

2012–2013 Verification Worksheet Independent Student

Your 2012–2013 Free Application for Federal Student Aid (FAFSA) was selected by the Federal Government for review in a process called verification. The law says that before awarding Federal Student Aid, we must ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information the financial aid administrator at West Liberty University will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to West Liberty University Financial Aid Office. If you have questions about verification, contact our office as soon as possible so that your financial aid will not be delayed.

A. Independent Student's Information

_____	_____	_____	_____
Last Name	First Name	M.I.	Social Security Number
_____			_____
Street Address (include apt. no.)			Date of Birth
_____	_____	_____	_____
City	State	Zip Code	Email Address
_____			_____
Home Phone Number			Cell Phone Number

B. Independent Student's Family Information

List below the people in your household. Include:

- Yourself.
- Your spouse, if you are married.
- Your children, if any, if you will provide more than half of their support from July 1, 2012, through June 30, 2013, or if the child would be required to provide your information if they were completing a FAFSA for 2012–2013. Include children who meet either of these standards, even if they do not live with you.
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2013.

Include the name of the college for any household member who will be enrolled at least half time, in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2012, and June 30, 2013. *If more space is needed, attach a separate page with your name and Social Security Number at the top.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Marty Jones(example)</i>	<i>28</i>	<i>Wife</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>		

C. Independent Student's Income Information to Be Verified **TAX RETURN FILERS**

Check the box that applies:

- The student has used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2011 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA.
- The student is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and the student will submit to the school a **2011 IRS tax return transcript**—not a photocopy of the income tax return.

___ *Check here if the student's IRS tax return transcript is attached to this worksheet.*

___ *Check here if the student's IRS tax return transcript will be submitted to the student's school later. Verification cannot be completed until the IRS tax return transcript has been submitted to the student's school.*

- TAX RETURN NONFILERS**—Complete the Non-Tax Filer Form, found on our website, if the student, will not file and is not required to file a 2011 income tax return with the IRS.

D. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student's Signature

Date

Spouse's Signature

Date

***Do not mail this worksheet to the U.S. Department of Education.
Return to Financial Aid Office at West Liberty University.***